

# THE SCHOOL DISTRICT OF PHILADELPHIA

SECTION: PUPILS

TITLE: USE OF MEDICATIONS/  
MEDICAL TECHNOLOGY

ADOPTED: August 24, 2011

REVISED:

210. USE OF MEDICATIONS/MEDICAL TECHNOLOGY	
1. Purpose	The School Reform Commission shall not be responsible for the diagnosis and treatment of student illness. The administration of medication or utilization of equipment should take place at home. However, students with health problems <u>may</u> require medication or suction, oxygen, or other types of equipment in order to permit them to function at as close to a normal level as possible in the classroom.
2. Definitions	<p>For purposes of this policy, <b>medication</b> shall include all medicines prescribed by a licensed prescriber and any over-the-counter medicines.</p> <p>For purposes of this policy, <b>licensed prescribers</b> shall include licensed physicians (M.D. and D.O.), podiatrists, dentists, optometrists, certified registered nurse practitioners and physicians assistants.</p>
3. Authority Title 22 Sec. 12.41	Before any medical technology may be utilized and before any medication may be administered to or by any student during school hours, the SRC shall require the written request of the parent/guardian, giving permission for such administration and relieving the district and its employees of liability for administration of medication/use of medical technology, and the written order of the licensed prescriber.
4. Delegation of Responsibility  SC 1401	<p>The Superintendent or designee, in conjunction with the School Health Services Coordinator, shall develop administrative procedures for the administration and self-administration of students' medications and use of medical technology.</p> <p>All medications and/or use of medical technology shall be administered by the certified school nurse or designee, or self-administered by the student upon written request.</p> <p>District employees involved in administering medication and/or use of medical technology or supervising self-administration of medication and/or use of medical technology shall receive appropriate training from the certified school nurse before performing this responsibility.</p>

<p>42 Pa. C.S.A. Sec. 8337.1</p>	<p>In the event of an emergency, any district employee may administer emergency care, first aid or rescue when s/he believes, in good faith, that a student needs emergency care, first aid or rescue.</p>
<p>5. Guidelines</p>	<p>The district shall inform all parents/guardians, students and staff about the policy and procedures governing the administration of medications and use of medical technology.</p>
	<p>All standing medication orders and parental consents shall be renewed at the beginning of each school year.</p>
<p>SC 1409 Pol. 216</p>	<p>Student health records shall be confidential and maintained in accordance with state and federal laws and regulations and the Department of Health Guidelines.</p>
<p>SC 1414.1 Pol. 210.1</p>	<p>Students with asthma may possess and use asthma inhalers in accordance with state law and SRC policy.</p>
<p>Pol. 103.1, 113</p>	<p>The administration of medication or utilization of medical equipment shall be consistent with the school health program established by the SRC and where applicable any accommodations outlined in a student's Chapter 15/Section 504 Service Agreement.</p>
	<p><u>Delivery And Storage Of Medications And Medical Technology</u></p>
	<p>All medication and medical technology shall be brought to the nurse's office, or the main office if the nurse is in another building, by the parent/guardian or by another adult designated by the parent/guardian. All medication shall be stored in the original pharmacy-labeled container and kept in a locked cabinet designated for storage of medication.</p>
	<p>Medication and medical technology should be recorded and logged in with the date, name of student, name of medication, amount of medication, and signatures of the parent/guardian or designated adult delivering the medication and/or medical technology and the school health personnel receiving the medication and/or medical technology.</p>
	<p>All medication and medical technology shall be accompanied by the appropriate district-approved form, or other written communication from the licensed prescriber.</p>
	<p>Nonprescription medication must be delivered in its original packaging and labeled with the student's name.</p>

<p>Pol. 121</p>	<p><u>Student Self-Administration</u></p> <p>In specific cases, individual students shall be allowed to be directly responsible for the maintenance and administration of their medication with minimal supervision. This will occur after a nursing assessment, approval of the parents/guardians and family health care provider, and instruction of the student about the expectations related to this responsibility.</p> <p>To self-medicate/treat, the student must demonstrate the ability to:</p> <ol style="list-style-type: none"><li>1. Respond to and visually recognize his/her name.</li><li>2. Identify his/her medication.</li><li>3. Wash hands properly.</li><li>4. Measure, pour and administer the prescribed dosage of the medication.</li><li>5. Sign the medication sheet as acknowledgment of having taken the medication/treatment.</li><li>6. Demonstrate a cooperative attitude in all aspects of self-administration of medication/treatment.</li><li>7. Notify an adult when medication is gone.</li></ol> <p>The nurse shall provide periodic and ongoing assessments of the student's self management skills.</p> <p>The student shall notify the school nurse immediately following each occurrence of self-administration of medication.</p> <p>Privileges for self-administration of medication will be revoked if school policies are abused or ignored.</p> <p><u>Administration Of Medication/Medical Technology During Field Trips And Other School-Sponsored Activities</u></p> <p>The district directs planning for field trips and other school-sponsored activities to start early in the school year and to include collaboration between administrators, teachers, nurses, appropriate parents/guardians and other designated health officials.</p>
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Decisions regarding administration of medication/medical technology during field trips and other school-sponsored programs and activities shall be based on the student's individual needs.

Security procedures shall be established for the handling of medication/medical technology during field trips and other school-sponsored activities.

References:

School Code – 24 P.S. Sec. 1401, 1402, 1409, 1414.1

State Board of Education Regulations – 22 PA Code Sec. 12.41

Civil Immunity of School Officers or Employees Relating to Emergency Care,  
First Aid and Rescue – 42 Pa. C.S.A. Sec. 8337.1

School Reform Commission Policy – 103.1, 113, 121, 210.1, 216